

17 April 1956

TO: Deputy Director (Support)

SUBJECT: National Defense Executive Reserve

1. PROBLEM:

To establish a plan of action for determining Agency participation in the National Defense Executive Reserve Program.

2. FACTS BEARING ON THE PROBLEM:

- a. E.O. 10660 directs the establishment of a National Defense Executive Reserve for Federal employment during emergency periods and charges the Office of Defense Mobilization with responsibility for administering the program. The Director, ODM, has authorized the DCI to establish a unit of the Executive Reserve in this Agency.
- b. Agency personnel studies on mobilization manpower requirements made to date have indicated the need for a civilian specialist reserve. The size and composition of such a reserve remain to be determined. This paper will be concerned with the problem of the executive reserve.

3. DISCUSSION:

- a. Determination as to whether the Agency should participate, and to what degree, in the ODM program requires consideration of the extent to which that program meets the Agency's requirements and whether participation can be accomplished within necessary security limitations. The ODM order refers to "persons qualified to participate in an executive capacity", informally understood to be GS-15 and over, and provides for maintenance of a central roster by the Civil Service Commission.
- b. Requirements indicated in Agency mobilization planning to date are broader than the civilian "executive" level: both an executive and a specialist reserve appear necessary and requirements overseas are largely for military personnel. Plans for headquarters expansion do not now provide for the establishment of new major components which would require bringing in new senior executive talent but rather expansion by intensified activity of present units. (Tab A)

4. CONCLUSION:

Although specific requirements have not been revealed in estimates received to date, there is reasonable basis for designating a reserve of executive personnel, perhaps on the order of two or three hundred, who would be useful in an emergency for replacement purposes and for unforeseeable contingencies.

SUBJECT: National Defense Executive Reserve

5. RECOMMENDATIONS:

It is recommended that:

- a. This matter be referred to the Career Council for consideration of the plan of action outlined in subparagraphs b and c below;
- b. The Director of Personnel explore current resources and projected requirements for establishing an Agency executive reserve by:
 - (1) Requesting review by the Deputy Directors and senior officials of the Agency of their mobilization requirements for executive personnel;
 - (2) requesting nominations of candidates qualified for the reserve program by the Deputy Directors and senior officials; and,
 - (3) reviewing rosters of reemployable former Agency employees, GS-14 and over, for possible candidates.
- c. The Director of Personnel conduct further exploratory discussions with ODM concerning the establishment of a unit of the National Executive Reserve in CIA based on the results of the reviews recommended in paragraph 5b above.


Acting Director of Personnel

25X1A9A

Attachments

The recommendations in paragraph 5 are approved.

 /s/
Deputy Director (Support)

24 April 1956
Date

S-E-C-R-E-T

AGENCY PARTICIPATION IN THE NATIONAL DEFENSE EXECUTIVE RESERVE PROGRAM

1. Executive Order 10660, 15 February 1956, directs the establishment of a National Defense Executive Reserve composed of persons selected from the civilian economy and from government to be trained for employment in the Federal government during periods of emergency. The Director, Office of Defense Mobilization, is named to institute and administer the program and to designate agencies of the government for participation. (Att. 1)
2. Defense Mobilization Order 1-21, issued on 23 February 1956 by the Director, Office of Defense Mobilization, contains general guidance for the departments and agencies having major mobilization responsibilities as to establishment of units of the Executive Reserve. (Att. 2) It contains statements on the sources for personnel, nature of agreements to be obtained from individuals, security clearance, training programs, and an explanation as to the nature of exemptions from the various conflict of interest statutes. It limits the number of reservists to those for which there is a demonstrable need in essential mobilization functions. The order also provides for a central roster of reservists to be maintained by the Civil Service Commission.
3. Agency participation in the ODM program is affected by the following considerations:
 - a. Informal discussion with ODM reveals that they are thinking in terms of GS-15 and above, although this is not a hard and fast rule. Their order reads "persons qualified to participate in an executive capacity".
 - b. The ODM order provides for the establishment of a formal training program for reservists and for possible audits of such a program by ODM. An annual report on the unit's state of readiness would be submitted to the Director, ODM.
 - c. Security factors are involved since the order calls for the maintenance of a central roster by the Civil Service Commission. It is doubtful that this Agency could participate in the program without a waiver of this requirement.
 - d. Members of the proposed reserve who are not full-time government employees are permitted to receive transportation and per diem not to exceed \$15 in lieu of subsistence while away from their homes or regular places of business for purposes of participating in the training program. This is a nominal sum compared to consultant remuneration.
4. A review of Agency requirements as indicated in mobilization planning accomplished to date reveals the following:

S-E-C-R-E-T

Subject: Agency Participation in the National Defense Executive Reserve Program

a. If it is decided to participate in the ODM program, there would probably be two elements of the overall CIA civilian reserve: one for executive civilian reservists and the other for specialist civilian reservists.

b. Proposed DD/P expansion in the field is largely military in nature. Plans for DD/P headquarters expansion, based on incomplete returns received only from the Senior Staffs, reflect limited needs for additional executive talent.

c. DD/I headquarters planning calls mostly for civilians at levels required to intensify current functions and permit 24-hour operation in some cases. The establishment of new organizational units and expansion in executive personnel is at a minimum.

d. Proposed DD/S headquarters expansion does not to date involve new major units. In the case of the Office of Communications, a three-fold expansion is requested to be composed of military and civilian specialists. On a smaller scale, the Office of Personnel, the Office of Logistics, and the Office of Security have indicated increased military requirements with little expansion at the executive level.

e. The Agency's need for new executive talent would be increased proportionately if there were a decision to release senior civilians to the military services for duty.

IMMEDIATE RELEASE

February 16, 1956

James C. Hagerty, Press Secretary to the President

THE WHITE HOUSE

The President has signed an Executive Order providing for the establishment of a National Defense Executive Reserve to be composed of persons selected and trained for employment in executive positions in the Federal Government during periods of emergency. The creation of a civilian reserve of this kind was authorized by section 8 of the 1955 amendments of the Defense Production Act of 1950.

The Order requires the Director of the Office of Defense Mobilization to institute and administer the program and coordinate the establishment of Executive Reserve units in various Federal agencies.

Under the Order, agencies designated by the ODM Director would have authority to select persons from private life and from the Government to serve in such units. Selection and training of the executive reservist would be carried out in accordance with regulations and standards set up by ODM.

Activities of persons by reason of their designation as reservists under the order are not to include action or advice on any matter pending before an agency. The order exempts reservists from the conflict of interest statutes only with respect to their mobilization training activities.

The act - section 710(e) of the Defense Production Act, as amended, - permits members of the executive reserve who are not full-time Government employees to receive transportation and not to exceed \$15 per diem in lieu of subsistence while away from their homes or regular places of business for the purpose of participating in the executive reserve training program.

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EXECUTIVE ORDER
10660
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PROVIDING FOR THE ESTABLISHMENT OF A
NATIONAL DEFENSE EXECUTIVE RESERVE

By virtue of the authority vested in me by the Constitution and laws of the United States, including sections 703(a) and 710(e) of the Defense Production Act of 1950, as amended (50 U.S.C. App. 2153(a); 2160(e)), and as President of the United States, it is hereby ordered as follows:

Section 1. There is hereby established in the executive branch of the Government a National Defense Executive Reserve to be composed of persons selected from various segments of the civilian economy and from government to be trained for employment in executive positions in the Federal Government during periods of emergency.

Section 2. The Director of the Office of Defense Mobilization is hereby directed to institute and administer the Executive Reserve program; to coordinate the activities of other agencies in establishing units of the Reserve; to provide for appropriate standards of recruitment and training; and to issue necessary rules and regulations in connection with such program.

Section 3. The Director of the Office of Defense Mobilization in carrying out his responsibilities under this order may utilize the services of other departments and agencies in the maintenance of agency and centralized rosters and in the development of training programs and materials.

Section 4. Heads of departments and agencies of the Government designated by the Director of the Office of Defense Mobilization, after appropriate consultation, are authorized to establish units of the Executive Reserve and to select and designate persons to serve as members of the units.

Section 5. Activities of persons by reason of designation as Executive Reservists under this order shall not include acting or advising on any matter pending before any department or agency but shall be limited to receiving training for mobilization assignments under the Reserve program. With respect to activities as so limited, reservists who are not full-time Government employees shall be exempt from the operation of sections 281, 283, 284, 434, and 1914 of Title 18, United States Code, and section 190 of the Revised Statutes (5 U.S.C. 99).

Section 6. The Director of the Office of Defense Mobilization shall report to the President annually, and at such other times as may be appropriate, on the progress made in the development and operation of the Executive Reserve program.

THE WHITE HOUSE,

February 15, 1956

DWIGHT D. EISENHOWER

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF DEFENSE MOBILIZATION

DEFENSE MOBILIZATION ORDER-1-21

SUBJECT: PROVIDING FOR A NATIONAL DEFENSE EXECUTIVE RESERVE

By virtue of the authority vested in me by Section 710(e) of the Defense Production Act of 1950, as amended, and by Executive Order 10660, of February 15, 1956, establishing a National Defense Executive Reserve, and in order to facilitate the development of the National Defense Executive Reserve program as part of the program for readiness for any future mobilization, it is hereby ordered:

1. Departments and agencies of the Executive Branch having major mobilization responsibilities are authorized after consultation with the Assistant Director for Manpower, Office of Defense Mobilization, to establish units of the Executive Reserve, select and designate members of such units, and institute programs for their training. Each unit of the Executive Reserve shall be civilian and shall be under the supervision of the head of the department or agency, or an official designated by him and responsible to him for the conduct of the program.

2. An Interagency Executive Reserve Committee is hereby established to advise the Director of the Office of Defense Mobilization on the coordination of programs of the several Executive Reserve units, so that a reasonable uniformity in administration, training methods, and adequacy of coverage of mobilization functions can be assured. The Chairman of this Committee shall be designated by the Director of the Office of Defense Mobilization. The members shall be appointed by the Assistant Director for Manpower, ODM and shall be from among the persons designated to direct the programs in the participating agencies.

3. There is also established an Advisory Committee to the Director of the Office of Defense Mobilization drawn from persons in private life to assist him in the furtherance of the program.

4. Members of the Reserve units shall be drawn as appropriate from all segments of the economy, for example from industry, agriculture, labor, the professions, professional societies, and from private and public institutions. They may include persons serving in government on a full- or part-time basis. Reservists shall be persons with broad experience in such important functional areas as production, manpower, transportation, etc., and qualified to participate in an executive capacity in such areas in the event of an emergency. The numbers of Reservists shall be limited to those for which there is a demonstrable need in essential mobilization functions.

5. Each department and agency shall be responsible for avoiding the issuance of invitations to persons already in the Reserve and avoiding excessive governmental demands on a single employer. To assist the departments and agencies in this responsibility, a central register of Reserve members will be maintained by the Civil Service Commission for reference. Each department shall notify the Commission of persons designated as members of the Reserve.

6. Each member of the Reserve will be asked to submit a statement of

- (1) A statement of the Reservist's willingness to attend a course of training at least once a year at Washington or regional points;
ODM-15139
- (2) A statement of the Reservist's immediate availability for assignment in the event of a national emergency barring unforeseen and overriding reasons to the contrary;
- (3) The concurrence in (1) and (2) above of the Reservist's private employer, or in the case of a government employee, of a responsible official of his agency;
ODM-15139
- (4) A statement that the Reservist will notify the designating department or agency when his employment or personal status changes in such a manner as to make it unlikely that he would be available for full-time service in the event of national emergency.

7. The degree of security clearance necessary for each Reservist will be determined by the department or agency involved in accordance with existing security standards. The official designation of Executive Reservists will be withheld until such security clearance is obtained.

8. Each Department and agency establishing a unit of the Reserve shall establish a training program which shall include, but not be limited to, orientation sessions; continuous and up-to-date information on the government organization and program planned in the event of mobilization; information to keep the Reservist fully abreast of developments in his field which affect the capacity of the United States to mobilize its resources in an emergency. The training programs will be carried out at Washington and regional levels and will include the actual participation in the testing of mobilization plans at relocation sites. Appropriate manuals or handbooks shall be maintained. The Civil Service Commission shall assist in preparation of these materials as required.

9. With respect to training activities under the reserve program, reservists who are not full-time Government employees are exempt in accordance with the provisions of Executive Order 10660 from the operation of sections 281, 283, 284, 434, and 1914 of Title 18, United States Code, and section 190 of the Revised Statutes (5 U.S.C. 99). Reservist training within the meaning of this section shall not include advising, consulting or acting on any matter pending before the department or agency concerned. In the event that proper training of the reservist who is not a Government employee entails one or more of such activities, he shall be appointed by such department or agency under appropriate authority, including sections 710(b) and 710(c) of the Defense Production Act of 1950, as amended. With respect to such activities, exemption from the operation of the conflict of interest statutes will depend upon the provisions of the statute and regulations under which the appointment is made.

10. Each department and agency having a unit of the Executive Reserve shall report annually to the Director of the Office of Defense Mobilization regarding the organization, training, and state of readiness of its Executive Reserve Unit, indicating its size, composition, and representation, together with recommendations thereon.

OFFICE OF DEFENSE MOBILIZATION